



STUDENT CAREER OPPORTUNITY

U.S. DEPARTMENT OF TRANSPORTATION FEDERAL RAILROAD ADMINISTRATION (FRA)

Announcement Number: FRA-11-33R

Title: Student Trainee (Operations Research), GS-1599-09/11

Salary: GS-09: \$51,630 per annum
GS-11: \$62,467 per annum

Opens: May 3, 2011

Closes: May 23, 2011

Duty Location: Washington, DC

Area of Consideration: Applications will be accepted from degree seeking students enrolled at least half-time in accredited institutions. Degree must be in operations research; or at least 24 semester hours in a combination of operations research, mathematics, probability, statistics, mathematical logic, science, or subject-matter courses requiring substantial competence in college-level mathematics or statistics. At least 3 of the 24 semester hours must have been in calculus.

Note: This position is not for temporary summer employment, but for students interested in long-term, permanent employment.

One Full Time or Part Time Position

Marketing Statement:

Transportation impacts every facet of American life, providing people access to work, school, loved ones, and nature's rich bounty. The Federal Railroad Administration promotes and enforces safety throughout the U.S. railroad system, rehabilitates the Northeast Corridor rail passenger services, consolidates Federal support for rail transportation, and supports research

and development for rail transportation for passengers, railroad employees and the general public.

Job Summary:

The student trainee operations research position is located in the Office of Railroad Safety, Office of Safety Analysis, Risk Reduction Program Division, Federal Railroad Administration (FRA). S/he works with Senior Operations Research Analysts on research and evaluation of programs with particular emphasis on performing portions of major studies to solve complex nationally important railroad safety and regulatory issues.

This position is part of the Student Career Experience Program (SCEP) also known as Cooperative Education Student Program (Co-op). It is established in the excepted service and provides for planned, progressive educational studies at an accredited institution. This position can be filled at either grade level.

Duties:

- Uses operations research methodology, especially statistical analysis and statistical modeling to carry out research plans and conduct research projects to evaluate the effects of changes within the National Railroad System (NRS) that might affect system factors such as safety, costs, efficiency, and service.
- Applies methods, techniques, and instruments to be used in studies of safety regulations.
- Conducts analyses of data, interprets data, draws conclusions, and develops recommendations.
- Researches new and improved ways of using accident/incident data and computerized technology to make improvements in railroad industry safety.
- Prepares reports and responses to Congressional inquiries related to causes of accident/incidents and rail safety.
- Prepares technical reports and communicates technical information.
- Conducts analysis to determine the feasibility of proposed changes and effects of changes on risk reduction strategies and procedures with the NRS.

QUALIFICATIONS REQUIRED:

EDUCATION:

The primary requirement of operations research work is competence in the rigorous methods of scientific inquiry and analysis rather than in the subject matter of the problem. Therefore, applicants should have sufficient knowledge of applied mathematics to understand and use the fundamental concepts and techniques of operations research methods of analysis. Courses acceptable for qualifying for operations research positions may have been taken in departments other than Operations Research, e.g., Engineering (usually Industrial Engineering), Science, Economics, Mathematics, Statistics, Management Science, or Computer Science.

GS-09	2 years of progressively higher level graduate education leading to a master's degree <i>or</i> master's or equivalent graduate degree
GS-11	3 years of progressively higher level graduate education leading to a Ph.D. degree <i>or</i> Ph.D. or equivalent doctoral degree

In lieu of the education described in the "Education" section of the announcements, applicants may qualify based on one year of specialized experience equivalent to the next lower grade level in the Federal service. The specialized experience must have equipped the applicant with skill in applying, qualitative and quantitative analytical and evaluative techniques to identify, consider, and resolve issues or problems of a procedural or factual nature; knowledge of administrative practices and procedures common to organizations; and skill in gathering assembling correlating and analyzing facts and drawing conclusions. Education and experience may be combined to meet the specialized experience requirement.

Candidates must be enrolled or accepted for enrollment as degree (diploma, certificate, etc.) seeking students in an accredited high school, technical or vocational school, 2- or 4-year college or university, graduate or professional school AND be taking at least a half-time academic/vocational or technical course load.

REQUIRED DOCUMENTS:

(1) An up-to-date OF-612, Optional Application for Federal Employment; OR a resume; OR any other form of application. Your resume or application must contain the following: Announcement number; Your full name, mailing address, and day and/or evening phone number; Social Security Number; Country of citizenship; Work experience (include both paid and unpaid experience). List job title, duties, employer's name and address, starting and ending dates (give month, day and year), hours worked per week. Indicate if we may contact your current supervisor; Education. List your high school, college, or universities attended, majors, type and year of any degrees received, and total credits completed (specify semester or quarter hours).

(2) Proof of enrollment or acceptance for enrollment at an accredited institution of higher learning. Include major, classes, and semester/quarter hours information if available.

(3) Copy of your High School Diploma and/or College Transcripts (originals not required; a photocopy is ok) or a listing of all course work taken to date. If submitting a course listing, please include the number of credits earned for each class, and specify whether they were semester or quarter hours.

(4) SCEP Questionnaire. In order for us to better assess your academic status complete and submit the attached SCEP questionnaire.

(5) Veteran's Preference. If you served on active duty in the United States Military and were separated under honorable conditions, you may be eligible for Veterans' Preference. You must clearly identify and submit ALL proof of your claim for veterans preference with your application in order to receive appropriate adjudication of your claim. See the VetGuide located at the OPM website (<http://www.opm.gov/employ/veterans/html/vetguide.asp>) for all details and documentation requirements.

All documents must be submitted with your application package by the closing date on the vacancy announcement.

If you have graduated or will graduate by the closing date on the vacancy announcement, you must provide proof from an accredited academic institution showing you have either enrolled or been accepted for enrollment in an accredited academic institution. Such proof must be submitted with your application package by the closing date on the vacancy announcement.

If you are a student at the time of application but you cease being a student at any time during the hiring process (e.g., you withdraw, graduate, etc.), you are ineligible for employment consideration unless you provide proof from an accredited academic institution showing you have either enrolled or been accepted for enrollment in an accredited academic institution.

All applicants must be able to complete 640 hours of work prior to graduation.

EDUCATION FROM FOREIGN INSTITUTIONS: Education completed in foreign colleges or universities may be used to meet the above requirements if you can show the foreign education is comparable to that received in an accredited educational institution in the United States (PROVIDING SUCH EVIDENCE WHEN APPLYING IS YOUR RESPONSIBILITY).

Applicants appointed to the Student Career Experience Program (SCEP) must meet the following requirements:

- Be at least 16 years old.
- Be a United States Citizen.
- Be enrolled at least half-time as a student in an accredited education program.
- Be in good academic standing (generally a GPA of 2.0 or higher) as determined by the academic institution.

Male applicants born after 12/31/59 who are required to register with the Selective Service under section 3 of the Military Selective Service Act must be registered (or must have registered at the time they were required to do so) in order to be eligible for appointment under this program.

HOW YOU WILL BE EVALUATED:

You will be evaluated based upon a review of your entire application package, including the responses you provide on the job-specific questionnaire that is included with this announcement. This questionnaire is required as part of the application process for this position. Your opportunity for consideration may depend on how thoroughly you have prepared your application. Please read this entire announcement carefully and be sure to include all required information. Incomplete applications will not be referred for consideration.

Where To Send Your Application

- You may mail or deliver your application to the **Federal Railroad Administration, Office of Human Resources, 1200 New Jersey Ave, S.E., West Building W34-201, Washington, DC 20590.**
- If you are faxing your application, please limit the application to **a maximum of 20 pages** and include a cover sheet. Our fax number is 202/493-6169. We will not accept applications faxed from a Federal Government fax machine. You may email your application to **renee.clark@dot.gov**.
- **ALL** applications must be in our office or postmarked by 11:59 pm of the closing date of the announcement.
- Applications mailed in a Government envelope will not be accepted.

Questions?

Call 202-493-6112 or email at renee.clark@dot.gov. Please reference the announcement number so we can help you more efficiently.

Para mas informacion en espanol sobre este anuncio de vacante o cualquier otra information sobre empleo en las Federal Railroad Administration (FRA), por favor llame a Francisco Gonzalez 202/493-6076. La FRA es un empleador con igualdad de oportunidad en el empleo, y que por medio de programas de accion afirmativa mantiene un ambiente multicultural. Todos los que soliciten recibiran igual consideracion, sin ninguna excepcion, por raza, color, religion, sexo, origin nacional, politica, impedimento fisico o edad.

ALTERNATIVE FORMATS: If you need a copy of this announcement in an alternative format to accommodate a disability, please contact Marcella Mullins at marcella.mullins@dot.gov, on 202/493-6114.

REASONABLE ACCOMMODATION: If you are requesting reasonable accommodation in connection with applying for this vacancy, please contact Marcella Mullins as listed above.

WHAT TO EXPECT NEXT:

After an evaluation of your resume, required documents and assessment questionnaire is completed, qualified candidates will be referred to the hiring managers for further consideration and possible interviews. Applicants will receive notification when a final selection is made.

QUESTIONEER

1. What is your current enrollment status?

- ☐ Enrolled or accepted for enrollment at an institute of higher learning
- ☐ Not enrolled/accepted for enrollment at an institute of higher learning.
- ☐ Other

2. How far along are you in your educational process?

- ☐ High School Student
- ☐ College Freshman
- ☐ College Sophomore
- ☐ College Junior
- ☐ College Senior
- ☐ Graduate Student

3. What type of degree are you currently pursuing?

- ☐ High School Diploma
- ☐ Associate's Degree
- ☐ Vocational/Technical Certificate
- ☐ Bachelor's Degree
- ☐ Master's Degree
- ☐ Doctorate Degree

4. What is the highest degree you plan on seeking (with no break in enrollment)?

- ☐ High School Diploma
- ☐ Associate's Degree
- ☐ Vocational/Technical Certificate
- ☐ Bachelor's Degree
- ☐ Master's Degree
- ☐ Doctorate Degree

5. What is your current major and minor?

6. What is the estimated graduation date for your current degree? Your final degree (if going on with no break)?

7. Why do you believe you would be a good candidate for the SCEP program?

8. Is there any other information you would like us to know?